

RENEWING EVIDENCE

Evidence checklist

Your school's first Fairtrade School certificate is valid for a year. To receive a new one, simply let us know about your school's activities supporting Fairtrade that have continued through the year.

You can use the same login details you've always used to access your school's page, and we'll send you an email reminder to let you know when things are due!

Our school has continued to use Fairtrade products

- Note on which products were used AND how your school used them

Include either purchase records or a description of what was bought. Include photos if you have them

Our school has continued to support Fairtrade

- Report on activities throughout the year.

This could be about lessons or other activities and should include a description of your school's Fairtrade Fortnight activities. Include photos if you have them

Our steering group has continued to meet at least once a term

- Minutes from meetings over three terms

Our school has built on previous activities

- Description of how at least ONE previous activity has developed or any ONE new activity introduced

- Evidence to support your description

e.g. Lesson plans and samples of work in a new subject area or year group or evidence of progression in a subject area previously covered

OR

Photographs of new activities or activities delivered in a new way to reach a wider audience or promote deeper understanding

OR

Purchase/sale records from the new products that have been introduced

If you need any more information on what evidence your school can provide to renew their Fairtrade status e-mail us at:

schools@fairtrade.org.uk

or check out www.fairtrade.org.uk/schools

